



TO:	Home and Community-Based Service Providers and Intermediate Care Facilities for Persons with Developmental Disabilities
FROM:	Community Supports and Continuing Care for Older Adults Administrations (dhs.ccarates@state.mn.us)
SUBJECT:	Reminder- Submit 2015 Quality Improvement Tool

Thank you to those providers who have already submitted their 2015 quality improvement project plans.

On July 1, 2015, [a 1% quality add-on rate increase \(PDF\)](#) went into effect for continuing care providers and other services that included a quality improvement requirement for most HCBS providers. DHS may recoup one-half of one percent of Medical Assistance revenues from providers and facilities that do not submit a Quality Improvement Tool.

Quality Improvement Tool Updated for 2015

The web-based [Quality Improvement Tool \(DHS-3893\)](#) is now available for providers to submit their required 2015 quality improvement projects. Please note that this tool is updated for the July 1, 2015, 1% quality add-on. We will accept only projects submitted **on or after July 1, 2015**, towards the 1% rate increase. Required providers must submit to DHS a new or updated quality improvement project by **December 31, 2015**, to maintain their full 1% rate increase.

Required providers must implement quality improvement projects by June 30, 2016, and address one of the following goals:

- Improve the quality of life of home and community-based service recipients in a meaningful way
- Improve the quality of services in a measurable way
- Deliver good quality services more efficiently while using the savings to enhance services for the participants served

Quality Improvement Resources

The [HCBS Quality Improvement website](#) supports providers to develop meaningful quality improvement projects. The website is a toolbox of resources, sample projects, strategies and more for all phases of the quality improvement process.

Service Providers Submit Plans Online

Providers need to submit plans via the online [Quality Improvement Tool \(DHS-3893\)](#) by December 31, 2015.

If you previously submitted a plan through the online Quality Improvement Tool, you must either submit an update to the ongoing work or a new quality improvement plan. If you choose to submit an update to an existing improvement plan, additional questions will be asked about the project status, changes to the project, and successes or learnings gained. Additional guidance on accessing your previously submitted tool is available in Step 6 of [The Quality Improvement Tool Guide \(PDF\)](#) found at mn.gov/dhs/ltss-rates/.

Service Providers Affected by this Requirement

You are receiving this announcement because you enrolled to deliver services through one of the following waivers or programs that require you to submit a quality improvement project plan:

- Alternative Care (AC) Program
- Brain Injury (BI) Waiver
- Community Alternative Care (CAC) Waiver
- Community Access for Disability Inclusion (CADI) Waiver

- Day Training and Habilitation (DT&H)
- Developmental Disabilities (DD) Waiver
- Elderly Waiver (EW)
- Essential Community Supports (ECS)
- Intermediate Care Facilities for people with Developmental Disabilities (ICF/DD)
- Moving Home Minnesota (MHM)
- Nursing services and home health services, which include skilled nursing, home health aide, and therapies under the state plan home care program
- Personal care assistance services (PCA) and qualified professional (QP) supervision of personal care assistance services
- Home Care Nursing (HCN)

To learn more about the Quality Improvement Requirement, please visit mn.gov/dhs/ltss-rates/.

Please forward this message to your program director if necessary.